

## LPMT EXECUTIVE COMMITTEE AGENDA

**MARCH 4, 2004**

**Conference Call**

**3:00-5:00 p.m.**

3:00-3:05	Welcome/Approval of Feb. 2004 minutes (Carole)
3:05-3:10	Reminder about in-person meeting on Wed. April 14, 2004 in Oakland (Carole)
3:10-3:15	Introduction of all attendees: 30 seconds each
3:15-3:25	Treasurer's Report (A.J.)
3:25-3:40	Various announcements (Carole): <ol style="list-style-type: none"><li>1. April meeting: Voting on New Ex Com applicants</li><li>2. Membership: New ideas to attract members</li><li>3. Update re: Annual Meeting 2004: Friday dinner for Ex Com members, Ex Com meeting and Committee-wide reception on Saturday</li><li>4. Should we raise dues?</li><li>5. Member Benefits List</li><li>6. Am Busi</li><li>7. Cal Bar J ad</li><li>8. LPMT to co-sponsor LegalTech West June 8.</li><li>8. Law Tech News (and possibly Small Firm Biz) member benefit</li><li>9. New Bottom Line CD with user-friendly search engine</li></ol>
3:40-4:45	<b>Sub-committee Reports</b>
3:40-3:50	Education: 2004 Annual Meeting proposed seminars accepted (Jim)  LegalWorks SF Update (Russ)
3:50-4:00	Special Projects: Free-standing seminar Update Reinstatement of LPMT for MCLE credit Update(Dana and Ed)
4:00-4:10	Vendor: Advertisements in The Bottom Line newsletter (Russ)  CD: West offer to copy 600—Russ to find out why 600!
4:10-4:20	Website: (Report on whether we still need Mark Rosch as our web master (Steve)
4:20-	Newsletter:

4:30	Articles and mcle quizzes for the year (Tim)
4:30- 4:40	By-Laws: Revision with focus on guidelines for Special Advisors and attendance rules (Deana and Peter)
4:40- 4:50	Long Range Planning (Marcia)
4:50- 5:00	Membership:
5:00	New Business and Adjourn by 5:00 p.m.